



## CITY OF SWEETWATER

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### EMPLOYMENT OPPORTUNITIES

**Job Title:** Maintenance Worker 2 – Position # 1097 – Full Time

**POSTING DATE:** 09/28/2016

**Department:** Public Works

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**Applications will be considered on a first-come, first served basis. Deadline for accepting applications: 10/05/2016**

#### **Summary:**

Performs manual work maintaining all City facilities. May oversee the work performance of temporary employees and contractors. Work is assigned, reviewed by inspection and performed under the supervision of a foreman.

#### **Job Duties/Essential Functions (not intended to be all inclusive)**

The following duties are normal for this position. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related or a logical assignment for this classification.

- Operates the following tools and equipment: hand tools, small power tools, portable generator, and pressure cleaner as needed
- Responds as required to emergencies such as hurricanes and other disasters
- Performs repairs to plumbing system and fixtures
- Repairs to include plumbing, carpentry, minor electrical and general maintenance repair items associated with building maintenance
- Assists lead workers as needed. Assesses incidents and complaints for the purpose of resolving a solution to a situation
- Installs, maintains and repairs sprinkler systems. Locates and repairs maintenance and electrical problems in electrical satellites
- Orders materials
- Conforms and abides to all safety rules which include wearing and using all appropriate safety equipment
- Responds to emergency situations during and after standard hours
- Performs other related tasks as required.

#### **Knowledge, Skills and Abilities**

Knowledge of departmental policies and procedures, City personnel rules and regulations, etc. Must be proficient in detecting the need for repairs and performing repairs as needed. Must be able to work with small parts requiring close vision and dexterity. Must be able to follow oral and written instructions. Ability to operate required equipment and vehicles. Ability to supervise the work of others in a manner conducive to full performance and high morale. Ability to establish and maintain effective working relationships with subordinates, co-workers, officials, and the general public. General knowledge of the methods, practices, tools and materials used in general maintenance and repair work. Ability to use tools and equipment necessary to do general maintenance work.

#### **Physical Requirements**

Must have the use of sensory skills in order to effectively communicate and interact with other employees and the public through the use of telephone and personal contact as normally defined by the ability to see, read, talk, sit, stand, hear, hands to fingers dexterity, handle, feel or operate objects. Must be able to work with small parts. Work is performed both indoors and outdoors. Exposure to extreme temperatures, electrical hazards, noise, heights and dust are common. Must be able to wear hard hat/helmet, safety glasses, safety shoes and gloves as required. Must be able to lift, carry and or push articles weighing up to 50 lbs.

#### **Minimum Education and Experience**

High school diploma or equiv. Minimum five year experience in general maintenance. Valid Florida driver's license with Class B CDL. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential function.